

Updates, indicated in red below, made on 1.14.2022 to:  
[Undergraduate Financial Aid Rules & Regulations](#)  
[Graduate Financial Aid Rules & Regulations](#)

Return of Federal, State, and Institutional Financial Aid (for financial aid recipients only)

*If a student withdraws before 60 percent of the enrollment period (semester) has passed, federal regulations require that Title IV funds be returned to the programs **as soon as possible but no later than 45 days after determining the student has withdrawn**. Title IV funds include Direct Stafford Loans, Direct PLUS Loans, and TEACH Grants. The withdrawal date used to determine the return of federal funds is the date the student notifies the Financial Aid Office of her/his/their intent to take a leave of absence or withdraw from the College. However, if a student leaves without beginning the Mills official withdrawal process or providing notification of her/his/their intent to withdraw, the withdrawal date will be the 50 percent point in the semester unless Mills determines the last date of an academically related activity of the student.*

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*Although Mills will return loan amounts directly to the lender, amounts to be returned by the student are repaid in accordance with the terms of the promissory note, i.e., a student would begin making payments on her/his student loan after the grace period, if applicable, has expired. Students must repay only 50 percent of any federal grant amounts scheduled for return by the student. **Mills College will disburse any Title IV funds that the student has earned but have not yet been disbursed to the student. Federal grants must be disbursed within 45 days and Federal Loans must be offered to the student within 30 days giving the student at least 14 days to respond.***

**Replace** *If there is a credit balance remaining on the student's account after institutional and state funds have been returned, a refund for the remaining credit balance will be issued to the student. **If the Return of Title IV (R2T4) calculation results in a Title IV credit balance on the student's account, the credit balance will be disbursed as soon as possible and no later than 14 days after the calculation of R2T4.***

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*Financial Aid Satisfactory Academic Progress Policy*

*In keeping with government regulations and Mills policy, financial aid recipients must make satisfactory academic progress toward a degree or certificate in order to receive institutional, federal, and/or state aid. Progress is monitored **each semester** in accordance with the policy outlined below.*

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*Failure to meet SAP requirements*

*Students who do not meet the qualitative or quantitative requirements at the end of the academic year **are notified by email of their status and** are no longer eligible to receive financial aid. Disqualified students may appeal and, if the appeal is approved, be placed on financial aid SAP probation.*

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B. How to Appeal

*Students must complete and submit a Mills College Academic Progress Appeal Request Form, along with official supporting documentation, the student's statement **explaining why Satisfactory Academic Progress (SAP) was not met**, and a current educational plan approved by the student's advisor. **Students must also explain what has changed in the student's situation that will allow them to meet SAP requirements at the next evaluation.** Incomplete forms will be returned to the student. Appeals are submitted to [mills.verifymyfafsa.com](https://mills.verifymyfafsa.com).*